



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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October 21, 2004

TO: Agency Budget Officers

FROM: Pam Davidson, Senior Budget Assistant
Budget Division

**SUBJECT: REPORT ON SAVINGS INCENTIVE ACCOUNT EXPENDITURES IN
FISCAL YEAR 2004**

As we do each year after the Phase 2 accounting close, OFM is requesting that agencies with Savings Incentive allocations report how they used those allocations that were spent. For those agencies that had Savings Incentive allocations but did not spend anything in FY 2004, we are requesting that you report back to us as to how the existence of the Savings Incentive Program affected your agency's year-end spending patterns. We will use this information to prepare the required annual report to the Legislature regarding agencies' use of the Savings Incentive Account (SIA) allocations.

The SIA was created in 1997 to encourage efficient use of state funds by allowing agencies to use eligible portions of each fiscal year's unspent General Fund (GF-S) appropriation to improve services to their customers. This annual report, required by Chapter 261, Laws of 1997, identifies how Savings Incentive Account funds were spent, and how the implementation of the Savings Incentive Program affected year-end spending patterns. Because accounting data does not provide sufficient detail on the exact nature of SIA expenditures, we need agency assistance for these explanations.

Included with this e-mail message is a Word file that shows the dollar amount that was spent by your agency in Fiscal Year 2004 as of OFM Phase 2 accounting close, and a SIA form in Word that will provide the information necessary to compile a statewide report.

For agencies* that have spent SIA funds in Fiscal Year 2004:

Please complete the entire form and email the completed word processing document to Linda Hamilton at linda.hamilton@ofm.wa.gov by Friday, November 5, 2004. Although we would prefer this information be returned in file form (either Word or WordPerfect), you can transmit a paper document if that is the most practical option you have. Please contact Linda Hamilton at 902-0526 if you have difficulty accessing any files.

For all other agencies that received General Fund-State appropriations in Fiscal Year 2004:**

Please use the same form and transmittal method as described above, but respond only to the last question concerning any changes in your end-of-fiscal period spending patterns.

***Agencies that spent SIA in FY 2004:** House of Representatives, Senate, Joint Legislative Audit and Review Committee, Joint Legislative Systems Committee, Statute Law Committee, Supreme Court, State Law Library, Court of Appeals, Commission On Judicial Conduct, Office of the Governor, Office of the Secretary of State, Department of Community, Trade, and Economic Development, Office of Financial Management, Washington State Commission on African-American Affairs, Human Rights Commission, Department of Revenue, Department of General Administration, Liquor Control Board, Indeterminate Sentence Review Board, Department of Health, Department of Corrections, Higher Education Coordinating Board, Superintendent of Public Instruction, Western Washington University, Department of Ecology, State Parks and Recreation Commission, Department of Fish and Wildlife, Department of Agriculture, Community/Technical College System.

**** All other agencies that received General Fund-State appropriations in FY 2004:** Bond Retirement and Interest, Legislative Evaluation and Accountability Program Committee, Office of Administrator for Courts, Office of Public Defense, Special Appropriations to the Governor, Office of Lieutenant Governor, Public Disclosure Commission, Governor's Office of Indian Affairs, Commission on Asian Pacific-American Affairs, Office of State Auditor, Commission on Salaries Elected Officials, Office of Attorney General, Caseload Forecast Council, Economic & Revenue Forecast Council, Department of Personnel, Washington State Commission On Hispanic Affairs, State Investment Board, Board of Tax Appeals, Department of Information Services, Washington State Patrol, Department of Labor and Industries, Department of Licensing, Military Department, Public Employment Relations Commission, Department of Social and Health Services, Home Care Quality Authority, Department of Veterans Affairs, Department of Services for the Blind, Sentencing Guidelines Commission, State School for the Blind, State School for the Deaf, Work Force Training and Education Coordinating Board, University of Washington, Washington State University, Eastern Washington University, Central Washington University, The Evergreen State College, Spokane Intercollegiate R&T Institute, Washington State Arts Commission, Washington State Historical Society, Eastern Washington State Historical Society, Columbia River Gorge Commission, Interagency Committee for Outdoor Recreation, Environmental Hearings Office, State Conservation Commission, Growth Management Hearings Board, Department of Natural Resources, Sundry Claims, Contributions to Retirement Systems.

State of Washington
Office of Financial Management
Fiscal Year 2004 Spending by Agency
Savings Incentive Account

Agency	Estimates	Actuals	Variance	Percent Variance
011 House of Representatives	896,661	56,106	840,555	93.74 %
012 Senate	3,343,391	116,481	3,226,910	96.52 %
014 Joint Leg. Audit & Review Committee	69,550	43,545	26,005	37.39 %
038 Joint Legislative Systems Committee	12,441	12,441		
040 Statute Law Committee	65,500	20,602	44,898	68.55 %
045 Supreme Court	27,062	20,051	7,011	25.91 %
046 State Law Library	635	635		
048 Court of Appeals	25,000	17,375	7,625	30.50 %
050 Commission On Judicial Conduct	40,000	27,500	12,500	31.25 %
075 Office of the Governor	92,831	70,982	21,849	23.54 %
085 Office of the Secretary of State	203,260	30,493	172,767	85.00 %
103 Community, Trade & Economic Develop	15,096	20,289	(5,193)	(34.40)%
105 Office of Financial Management	228,599	42,707	185,892	81.32 %
119 Wa St Comm African-American Affairs	1,000	3,000	(2,000)	(200.00)%
120 Human Rights Commission	79,237	51,480	27,757	35.03 %
140 Department of Revenue	260,000	78,782	181,218	69.70 %
150 Dept of General Administration	11,230	2,523	8,707	77.54 %
195 Liquor Control Board	74,609	71,850	2,759	3.70 %
250 Indeterminate Sentence Review Board	3,430	3,430		
303 Department of Health	100,159	47,539	52,620	52.54 %
343 Higher Education Coordinating Board	142,800	128,433	14,367	10.06 %
350 Supt of Public Instruction	700,663	394,204	306,459	43.74 %
380 Western Washington University	24,417	24,417		
461 Department of Ecology	126,677	37,067	89,610	70.74 %
465 State Parks and Recreation Comm	27,459	27,459		
477 Department of Fish and Wildlife	100,000	100,000		
495 Department of Agriculture	5,000	5,019	(19)	(0.37)%
699 Community/Technical College System	170,000	143,574	26,426	15.54 %
Grand Total	6,989,432	1,597,984	5,391,448	77.14 %